

Trustees of the Manchester City Library
Hunt Room
Minutes – April 21, 2008

Called to order the Monthly Meeting at 3:30pm.

In Attendance: Trustee Joanne Barrett, Patricia Cornell, Jeff Hickok, Jack Shea Madeleine Roy, Chair Karen Sheehan Lord. Also, present Library Director Denise van Zanten, Liaison Alderman Peter Sullivan and Charles Matthews from Citizens Bank.

Excused: Trustee Kevin Devine.

Minutes: Motion made by Trustee Barrett to accept the March 17th minutes, seconded by Trustee Cornell, all in favor.

Director's Report:

PERSONNEL – 2 new Library Pages have been hired, Stephanie Nosal and Erin Upham. Promoted within the Library, Kate Norton, will begin her new position as Teen Librarian I on May 19th. She will receive her degree on May 17th. Her part-time position will be left unfilled.

The Library booksale held during National Library week netted \$475.00. There are still materials in the lower stacks and will have another booksale either May or June. Money received will be used to purchase museum passes, which are renewable in June. Children's staff is looking into purchasing new passes.

Staff workroom quotes are still coming in. Director van Zanten would like to add more computers which mean moving computer and electrical lines. Quotes so far are between \$1,600 and \$3,000 for that job.

Polaris contract has been signed. Migration will begin on August 27th. There will be some transition time.

Director van Zanten would like to join the Chamber of Commerce. Library used to belong but membership has lapsed.

Cell Phone policy was discussed by the Trustees. New cell phone policy would allow usage of cell phones in the front foyer, children's foyer and west entrance. Motion was made by Trustee Hickok to accept the new policy, seconded by Trustee Roy, all in favor.

FOUNDATION: Have 2 new board members, are working on the May 21st event. By-laws have been passed.

BUDGET – Impact Statement is due at City Clerk's Office tomorrow morning. Trustees discussed the statement and the Mayor's budget for FY09.

Charles Matthews – Citizens Bank, Senior Vice President – Portfolio Manager discussed Trust Fund Investments. Projection for FY09 should be out in May for spendable income only.

Old Business:

Discussion was held on the Children's Policy changing from K-6 grades to K-5. Policy was tabled until further information from other libraries is available and Children's Librarian can attend next meeting.

New Business: Foundation Author reception is on May 21st. Author Brendan DuBois will be the guest speaker. Tidewater Hospitality is handling all arrangements. Invitations will be going out this week.

Adjourned at 5:13pm